

Sullivan County NH

Type of Meeting: Board of Commissioners Public Meeting Minutes

Date / Time: June 21, 2005, Tuesday; 1:30 PM

Place: Sullivan County Unity Nursing Home, Recreation Room, 1st Floor.

ATTENDEES: Commissioner Don Clarke - *Chair*, Ben Nelson - *Vice Chair* and Ethel Jarvis - *Clerk*; Ed Gil de Rubio - *County Manager*; Courtney Marshall - *Nursing Home Administrator*; Greg Chanis - *Facilities and Operations Director*; Sharon Johnson-Callum (minute taker).

OTHER ATTENDEES: Larry Converse, *State-County Delegate*; Rebecca Miller, *Eagle Times Staff Reporter*; female and male resident.

The meeting was brought to order by Commissioner Clarke. All recited the Pledge of Allegiance.

AGENDA ITEM NO. 1 MEETING MINUTES

1:36 A motion was made by Commissioner Nelson to accept the June 7th public meeting minutes. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried in favor, unanimously.

1:37 A motion was made by Commissioner Jarvis to accept and release the executive session minutes of June 7th for a personnel issue. Commissioner Nelson seconded the motion. There was no discussion. A voice vote was taken. The motion carried in favor, unanimously.

AGENDA ITEM NO. 2 NURSING HOME REPORT

Courtney Marshall provided a verbal Nursing Home report.

CENSUS - No change since last meeting. Mr. Marshall noted the error had been corrected in the report from the last meeting. Current census at 128. There were two discharges. One being admitted within the week. Mr. Marshall discussed the meetings with the new admissions people. He noted Patti Koscielniak would begin July 1st. Mr. Marshall noted that a Genesis team was in the Nursing Home today. They have met with the marketing consultants and will address and identify problems and solutions. Commissioner Clarke asked if the transfers were to another Nursing Home. Mr. Marshall indicated he was not aware of that. Mr. Marshall noted there was one family that lived further away and were attempting to transfer their parent to a closer nursing home.

The Commissioners discussed a person who approached them at the Pancake Breakfast regarding respite bed availability. The family had to make flight arrangements and required a firm commitment of that bed availability during a specific time period. They had referred the person to Mr. Marshall.

PHYSICIAN COVERAGE - Mr. Marshall noted their podiatrist had retired and as of July 8th a new one would be on board. General physician coverage discussed briefly.

STAFFING - Mr. Marshall noted they were trying to wean usage of agency nursing to zero by July 1st and have a few techniques to make that occur. He indicated the Nursing Home primary concern was the care of the residents. They are training new LNA's. Their next LNA class will be held the 27th. Orientation of five new recruits occurring today. Recruiting for the 3-11 shift supervisor. Orientation for an RN occurring today, also. Some Per Diem positions open on the late shift. He noted it was difficult recruiting in the summer. Marshall wants to make sure that patients are being cared for and that employee wants are met.

HOSPICE ROOM TOUR

Commissioner Clarke noted they would delay the hospice room tour until later in year.

AGENDA ITEM NO. 3 FACILITIES AND OPERATIONS REPORT

Greg Chanis provided a verbal facilities report.

NEW FORESTRY CONSULTANT

Mr. Chanis noted Dave Kent, of Keene, took over for Brooks MacCandlish. He noted Kent has reviewed the County Forestry plan MacCandlish created and feels it's a solid plan and makes sense, and suggested no major changes. Mr. Chanis indicated Kent is willing to meet with the County Land Use Committee to discuss the forestry issues. Mr. Chanis will keep in contact with Mr. Kent.

LOG LANDING

Mr. Chanis indicated the log landing was cleared, it needs to dry out, then it will be graded and seeded.

Linda Foisy, Food Service Director, arrived at this point in meeting.

BUILDINGS REVIEW

Mr. Chanis noted the final report of CHA was being worked on. County Manager noted that Gerry Coogan had requested a meeting with the Commissioners, County Manager, Greg Chanis and Clough Harbour Associates. They will meet next week.

LAND USE COMMITTEE

Mr. Chanis noted the committee met twice. They flushed out what the committee is going to do. They will create a report on each property and will start to bring in more people to enhance the committee. Commissioner Clarke asked about the application for brush hogging. Minute taker will access that on line and give to Mr. Chanis.

CAPITAL IMPROVEMENTS

Mr. Chanis is creating a FY 06 capital improvements timeline. Commissioner Clarke asked if any of the improvements would need special licenses for changes, such as paving. He mentioned this because of recent problems Claremont ran in to. Mr. Chanis confirmed no, but

would double check. Commissioner Jarvis apologized for missing the Land Use Committee meeting and indicated Mr. Flanders briefed her on the outcome.

2:04 *Mr. Chanis left the meeting.*

AGENDA ITEM NO. 4 COUNTY MANAGERS REPORT

County Manager recognized Linda Foisy in the audience. He noted her last day was tomorrow. Ms. Foisy will visit a few times next week and will return for the resident council meeting.

County Manager recognized Rebecca Miller, a new Eagle Times reporter, in the audience.

AGENDA ITEM NO. 5 COMMISSIONER REPORT

Commissioner Clarke noted the County was watching the budget in Concord, but won't know more until next week. He discussed the threatened down shift of costs to the counties. The NHAC Commissioners Council has fended off most of those issues, but not likely with the old age assistance and totally dependent rate increase, which would affect Sullivan County by approximately \$300,000, 25 million for all counties. Commissioner Clarke noted some effort to negotiate the State vs. NHAC counties declaratory judgment were made, but issue still pending.

Commissioner Nelson and Jarvis noted they had no reports.

AGENDA ITEM ON. 6 PUBLIC PARTICIPATION

RESIDENT STIPEND

Resident expressed concerns about the monthly stipend residents receive. Commissioner Clarke noted the resident stipend is regulated by legislation and the legislature proposed an increase to \$15, but then turned it down. Commissioner Clarke noted the Commissioners do their best to increase quality of life for the residents. He introduced State-County Representative Converse to the resident.

MAPLE HILL BUILDING

The same resident inquired about the Maple Hill building status. Commissioner Clarke confirmed that building was part of the buildings review as an assisted care living facility.

HOSPICE ROOM PLANS

Rep. Converse asked about the plans to convert space to a hospice room on each floor. He has concerns this would take away a paying bed area and suggested they use space in an unused wing. Mr. Marshall indicated they currently have the one hospice room on Stearns II and that they would like to create one on Stearns I and III, so that residents can remain on their own floor rather than be moved to an unfamiliar area. Mr. Marshall pointed out there are a number of empty beds. It was noted the hospice room should be in a private location, but is currently close to the nurse's station, a noisier area and their intent would be a quieter area with bathroom facilities. The current hospice room did not require a lot of funding, as it had a bathroom already. County Manager discussed two shower areas, which were currently being used for

storage, as a possible site, no firm plans in place. Mr. Chanis indicated Facilities & Operation is assessing the need for the two showers and the question as to where they would store items, if not in those areas. The group noted it was an idea that surfaced in the last couple weeks, when a resident made a donation of \$500 with a stipulation to put the funds towards creating a new hospice room on another floor. Commissioners and County Manager concurred taking a bed to create a hospice room is not lucrative. Commissioner Clarke invited Rep. Converse to join them on the tour when that appeared on the agenda at a later meeting.

2:24 A motion was made by Commissioner Jarvis to adjourn the meeting and commence the tour of the DOC. Commissioner Nelson seconded the motion. There was no discussion. The motion carried with all in favor.

Upcoming events were noted prior to group leaving the room:

- June 22nd - Incentive Funds Application Review - 9 AM Unity Ahern Building. This is a block of money from the state, a rebate the county receives approximately \$141,000.
- June 28th - Tuesday - Annual County Convention, the day the Delegation reviews the FY 06 budget.

The following are DOC facility tour notes provided by Mr. Scott Hagar, Superintendent of the DOC.

"Tour began at the THU with myself and Sgt. Roberts. Intern Samantha Schmidt was introduced to Attendees. During tour at the THU we handed out the BI case study and discussed the 3 phases within the transition process. County Manager commented on the cleanliness and order within the Unit. He was very pleased. Tour then went to the jail. Captain Milliken joined us. Sgt. Roberts did not. Areas toured: Unit 3, Unit 3 recreation yard, Unit 1, Unit 2 via window, kitchen, booking, admin area, medical unit and central control. We inspected the newly renovated and re-opened segregation cell located in Unit 3 new toilet, light fixtures and surveillance camera installed. We also discussed the pending tile project for the kitchen floor. New quarry tile will be installed in July. We discussed the need for a new Unit 3 recreation yard. Superintendent will make a proposal to the County Manager later this year for a spring 06 projects. After the tour, Superintendent Hagar made a brief presentation concerning the implementation of a Corrections Emergency Response Team. The team would receive advanced training for handling emergency situations and high-risk transports / hospital security. Commissioner Clark requested a copy of

the governing policy and procedure by June 22, 2005. Tour ended at approximately
1650hrs ... Scott R. Hagar, Superintendent”

Respectfully submitted,

A handwritten signature in cursive script, reading "Ethel Jarvis". The signature is fluid and elegant, with the first name "Ethel" and last name "Jarvis" clearly distinguishable.

*Ethel Jarvis, Clerk
Board of Commissioners*

EJ/s.j-c.